



Newark Youth Leadership Project



Dear prospective intern,

Thank you for your interest in a summer internship with *Newark Youth Leadership Project (NYLP)*, a program of Greater Newark Conservancy. NYLP is a leadership program that focuses on environmental issues including green jobs, the environment, healthy living, education and career exploration. In this program you will be pushed to try new things, experience outdoor activities, and lead a healthier lifestyle.

Please review the following details before considering your application to the program:

- This application is for **SUMMER 2018**. This program will run from **July 9, 2018 through August 17, 2018**. You will be expected to be in attendance every Monday through Thursday. Attendance is mandatory; there are no vacation days.
- In order to be considered for an interview students **MUST**:
 - o **Be a Newark resident, but can be attending any high school**
 - o **Have a 2.5 or better GPA** (most recent report card must be submitted)
 - o **Have completed freshman year by July 2018**
 - o **Be currently enrolled in high school**
- Interns are paid \$8.60/hr and will work *16 to 20 hours per week*.
- Before being hired, each applicant will be screened through an interview process. Be prepared for this interview—dress for success and don't be late!
- **Selection is limited, so please submit this application as soon as possible. INTERVIEWS ARE BEING SCHEDULED NOW.**
- If you previously participated in summer or school year NYLP, a resume is required with the application!

Should you have any questions about the application or the program, please feel free to contact me. We look forward to receiving your completed application!

Sincerely,
Sarah O'Leary
Manager, Youth and Family Education

PERSONAL INFORMATION SECTION

Contact Information

Last Name	First Name	M.I.
Street Address		City, State, Zip
Date of Birth	Email Address	
Home Phone:	Cell Phone:	Best Time to Call
Emergency Contact:	Relationship:	Emergency Phone

Education

High Schools Attended (most recent first)	From	To	Current grade	GPA

Please list all extracurricular activities (clubs, sports, hobbies, groups):

Previous Employers or Programs

From (year):	To (year):	Employer/Organization:	City, State:	Phone:
Work Title/Position:				
Supervisor's Name:				
Starting Salary/Wages:	\$	Final Salary/Wages:	\$	

From (year):	To (year):	Employer/Organization:	City, State:	Phone:
Work Title/Position:				

Supervisor's Name:			
Starting Salary/Wages:	\$	Final Salary/Wages:	\$

What is your T-Shirt size?

Small Medium Large X Large XX Large 3XL

Have you participated in the Newark Youth Leadership Project before?

Yes No

If so, have you included a resume with this application?

Yes No

Why do you want to participate in NYLP? Please list your top three reasons.

- 1- _____
- 2- _____
- 3- _____

Do you have any physical limitations that would prevent you from working outside during extremely warm or extremely cold weather? If so, please explain. _____

Department assignments may include:

Horticulture: Learn about gardening, plant flowers/veggies, give tours of our outdoor learning center, water or weed gardens; outdoor work

Education: Learn about the environment and then teach others about it; indoor and outdoor work, interaction with children

Youth Farm Stand: Learn how to run a business by operating a farm stand & selling fresh produce, market and sell products; mostly outdoor work, interaction with adults and children in the local community

Communications & Media: Learn about creating a social media blog and maintain daily and weekly through writing assignments, interviewing people and editing videos to upload to the website; indoor and outdoor

Urban Farming: Learn about urban farming, working with chickens, growing and harvesting vegetables; outdoor work

Office/Accounting: Learn how to work in office administration and assist the finance department with tasks; indoor work, must be responsible, mature, and have a high attention to detail

Rank your choices from 1-6, in order of preference or interest. 1 being the most interesting, 2, second most interesting, etc., and 6 being the least interesting.

NOTE: You should have all numbers, 1 through 6 in your ranking

- ___ Horticulture
- ___ Urban Farming
- ___ Education
- ___ Media
- ___ Youth Farm Stand
- ___ Office/Accounting

What is your top choice for a department and why? _____

*****ESSAY QUESTION: What is the biggest challenge you face as a teen and how have you made steps to be a leader in your school or community? Please type your essay on another sheet of paper OR EMAIL YOUR ESSAY TO SOLEARY@CITYBLOOM.ORG *****

APPLICANT'S STATEMENT

I certify that the statements made by me on this form are true and correct. I understand that if I become a participant in the Newark Youth Leadership Project, any false statement on this application can be considered cause for dismissal. I am a naturalized citizen or have proof of my eligibility. I authorize investigation of all statements contained in application for participation as may be necessary in arriving at a decision for participation.

I have read and understand the informational letter attached to this application. YES NO

Signature of Applicant _____ **Date** _____

PARENT'S/GUARDIAN'S STATEMENT

I certify that the statements made by my son/daughter on this form are true and correct. If my child becomes a participant in the NYLP, I will support him/her fully. I understand that any false statement on this application can be cause for dismissal.

Signature of Parent/Guardian _____ **Date** _____

Additional application materials (these items MUST be included with application):

- Most recent report card (can be submitted once received from the school)
- Essay (emailed or typed)
- Current resume (if a past participant in the NYLP program)

***THE APPLICATION IS INCOMPLETE IF THE ABOVE DOCUMENTS ARE NOT INCLUDED!**
SPOTS WILL BE FILLED AS SOON AS POSSIBLE.
INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

Please send completed application by email, fax, mail **OR** in person to:

Greater Newark Conservancy
32 Prince Street
Newark, NJ 07103
Attention: Sarah O'Leary
FAX to: 973-642-2218
OR EMAIL to: soleary@citybloom.org



THIS SECTION IS FOR THE SCHOOL GUIDANCE OR TEACHER TO COMPLETE

Student's Name _____
Grade _____
Name of Teacher/Guidance Counselor _____
Phone Number _____ Fax Number _____ Email _____

Student Eligibility (Circle One)

Meets Grade Average of 2.5/B Average? **YES** **NO**
Resident of Newark? **YES** **NO**
Is currently a high school student? **YES** **NO**

Please check the following qualities that this student possesses:

____ Attendance/Punctuality ____ Creativity
____ Outspoken ____ Maturity
____ Hygiene ____ Reliability
____ Dependability

List Student's Strengths

List Student's Weaknesses

Please sum up your recommendation of the student in two or three sentences. (Please print legibly)

Signature _____ Date _____

A COPY OF THE APPLICANT'S MOST RECENT REPORT CARD MUST BE INCLUDED WITH THEIR APPLICATION.

IT IS ULTIMATELY THE STUDENT'S RESPONSIBILITY TO ENSURE THE APPLICATION IS COMPLETE.

Please send to:
Greater Newark Conservancy
32 Prince Street
Newark, NJ 07103
Attention: Sarah O'Leary
FAX to: (973)-642-2218
EMAIL to: soleary@citybloom.org

